

USIA officers for advisory review. All eligible proposals will also be reviewed by the Agency contracts office, as well as the USIA Area Offices and the USIA post overseas, where appropriate. Proposals may also be reviewed by the Office of the General Counsel or by other Agency elements. Funding decisions are at the discretion of the USIA Associate Director for Educational and Cultural Affairs. Final technical authority for assistance awards (grants or cooperative agreements) resides with the USIA grant officer.

#### Review Criteria

Technically eligible applications will be competitively reviewed according to the criteria stated below. These criteria are not rank ordered, and all carry equal weight in the proposal evaluation:

1. Overall Quality: Proposals should exhibit originality and substance, consonant with the highest standards of American teaching and scholarship. Program design should reflect the main currents as well as the contemporary debates within the discipline.

2. Program Planning: Proposals should demonstrate careful planning. The organization and structure of the Institute should be clearly delineated and be fully responsive to all program objectives. The travel component should be an integral and substantive part of the program, reinforcing and complementing its academic segment.

3. Institutional Capacity: Proposed personnel, including faculty and administrative staff as well as outside presenters, should be fully qualified to achieve the project's goals. Library and media resources should be accessible to participants; housing, transportation and other logistical arrangements should be fully adequate to the needs of participants and should be conducive to a collegial atmosphere.

4. Diversity: Proposals should demonstrate the recipient's commitment to promoting the awareness and understanding of diversity throughout the program. This can be accomplished through documentation, such as a written statement, summarizing past and/or on-going activities and efforts that further the principle of diversity within the organization and its activities. Program activities that address this issue should be highlighted.

5. Experience: The proposal should demonstrate an institutional record of successful exchange program activity, indicating the experience that the organization and its professional staff have had in working with foreign educators.

6. Evaluation and Follow-up: The proposal should include a plan for evaluating activities during the Institute and at its conclusion. Proposals should comment on provisions made for follow-up with returned grantees as a means of establishing longer-term individual and institutional linkages.

7. Administration and Management: The proposals should indicate evidence of continuous on-site administrative and managerial capacity as well as the means by which program activities will be implemented.

8. Cost Effectiveness: The proposals should maximize cost-sharing through direct institutional contributions, in-kind support, and other private sector support. Overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible.

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#### Notification

All applicants will be notified of the results of the review process on or about April 1, 1996. Awards made will be subject to periodic reporting and evaluation requirements.

Dated:

John P. Loiello,  
*Associate Director for Educational and Cultural Affairs.*

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BILLING CODE 8230-01-M

#### **Summer Institute for the Study of the United States for Foreign Secondary School Educators**

**ACTION:** Notice—Request for proposals.

**SUMMARY:** The Branch for the Study of the U.S. of the Office of Academic Programs of the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for an assistance award program for the Summer Institute for the Study of the United States for Foreign Secondary School Educators. Public and private non-profit organizations meeting the provisions described in IRS regulation

26 CFR 1.501(c)(3)-1 may apply to develop a six-week graduate-level program designed for a group of 28 secondary school educators from around the world, in order to deepen their understanding of the United States so that American studies textbooks, curricula and teaching in foreign secondary schools and teacher training institutions will be improved.

USIA is seeking detailed proposals from colleges, universities, consortia of colleges and universities, and other not-for-profit academic organizations that have an established reputation in the disciplines and sub-disciplines that comprise American Studies, and that can demonstrate expertise in conducting graduate-level programs for foreign educators. Applicant institutions must have a minimum of four years' experience in conducting international exchange programs. The project director or one of the key program staff responsible for the academic program must have an advanced degree in American studies or a related discipline. Staff escorts traveling under the USIA cooperative agreement support must be U.S. citizens with demonstrated qualifications for this service.

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries \* \* \*; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations \* \* \* and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world."

Programs and projects must conform with Agency requirements and guidelines outlined in the Solicitation Package. USIA projects and programs are subject to the availability of funds.

**Announcement Name and Number:** All communications with USIA concerning this announcement should refer to the above title and reference number E/AAS-96-03.

**Deadline for Proposals:** All copies must be received at the U.S. Information Agency by 5:00 p.m. Washington D.C. time on Monday, January 29, 1996. Faxed documents will not be accepted, nor will documents postmarked January 29, 1996 but received at a later date. It is the responsibility of each applicant to

ensure that proposal submissions arrive by the deadline. Tentative program dates are June 22 to August 2, 1996. Participants will likely be booked to arrive in the U.S. on or about June 21, and depart on August 3, 1996.

**FOR FURTHER INFORMATION CONTACT:** To request a Solicitation Package, which includes more detailed award criteria; all application forms; and guidelines for preparing proposals, including specific criteria for preparation of the proposal budget, applicants should contact: U.S. Information Agency, Office of Academic Programs, Branch of the Study of the United States, E/AAS, Room 256, 301 4th Street SW., Washington, D.C. 20547, Attn: Program Officer Richard Taylor; telephone number (202) 619-4557; fax number (202) 619-6790; internet address [rtaylor@usia.gov](mailto:rtaylor@usia.gov). Please specify USIA Program Officer Richard Taylor on all inquiries and correspondence. Interested applicants should read the complete Federal Register announcement before addressing inquiries to the office listed above or submitting their proposals. Once the RFP deadline has passed, USIA staff may not discuss this competition in any way with applicants until after the Bureau proposal review process has been completed.

To Download a Solicitation Package Via Internet: The Solicitation Package may be downloaded from USIA's website at <http://www.usia.gov>, or from the Internet Gopher at [gopher.usia.gov](http://gopher.usia.gov), under "New RFPs on Educational and Cultural Exchanges."

Submissions: Applicants must follow all instructions given in the RFP and the complete Solicitation Package. The original and 14 copies of the complete application should be sent to: U.S. Information Agency, Ref.: E/AAS-96-03, Office of Grants Management, E/XE, Room 326, 301 4th Street SW., Washington, D.C. 20547.

Diversity Guidelines: Pursuant to the Bureau's authorizing legislation, programs must maintain a non-political character, and should be balanced and representative of the diversity and broad range of responsible views present in American political, social, and cultural life. "Diversity" should be interpreted in the broadest sense and encompass differences including, but not limited to ethnicity, race, gender, religion, geographic location, socio-economic status, and physical challenges. Applicants are strongly encouraged to adhere to the advancement of this principle both in program administration and in program content. Please refer to the review criteria under the "Support for Diversity" section for

specific suggestions on incorporating diversity into the total proposal.

#### **SUPPLEMENTARY INFORMATION:**

##### **Overview**

The Summer Institute for the Study of the U.S. for Foreign Secondary School Educators aims to provide a deeper understanding of U.S. civilization among foreign educators who are concerned professionally with teaching about the United States. It is further intended to encourage and support their efforts to improve the quality of teaching, textbooks, and curricular materials about the United States at secondary schools and teacher training institutions abroad.

The program should offer participants a specially-designed series of lectures, presentations, discussions, site visits, and curricular research opportunities, each related to a central theme in U.S. civilization, which examine various aspects U.S. society, culture, values and institutions, past and present. It should provide an overview of the United States in the context of American studies and its constituents disciplines.

The program should be six weeks in length, including a residency segment at a U.S. college or university campus (a minimum of four weeks in length), and a study tour segment (a maximum of two weeks in length) to two or three additional regions of the U.S., including a visit to Washington, D.C. at the conclusion of the program.

##### **Institute Objectives**

- To present an intensive, academically stimulating program that presents a multi-dimensional view of the United States through an integrated series of lectures, readings, interactive discussions, individual research and study opportunities, and site visits.
- To draw from a variety of academic disciplines in order to deepen the participants' understanding of the unity, diversity, and complexity of U.S. society, culture, and institutions. Major issues, debates, and conflicts in U.S. society, past and present, including their origins and the role they have played in the development of U.S. civilization, should also be examined.
- To enhance teaching about the U.S. in foreign secondary schools and teacher training institutions by making appropriate scholarly resources, pedagogical materials and ideas available to participants. Participants should return home with an ability to communicate a deeper and more informed view of the U.S. to students and colleagues.

##### **Participants**

The program should be designed for a total of 28 highly-motivated foreign secondary school teacher trainers, textbook writers, curriculum developers, education ministry officials and classroom teachers, whose professional assignments require significant knowledge of U.S. civilization, and who have broad responsibility for curriculum design and improvement. All participants will be involved in the teaching of English language, American literature, U.S. government, history, geography, social studies, or other courses including U.S. studies content in their home countries. Participants will be drawn from all regions of the world, and will be fluent in the English language.

Participants will be nominated by U.S. Information Service posts abroad, and selected by the staff of USIA's Branch of the Study of the United States in Washington, D.C. USIA will cover all international travel costs directly.

##### **Guidelines**

The conception and structure of the institute program is entirely the responsibility of the organizers. However, as the possibilities for the design of a program on U.S. civilization are quite numerous, an overarching institute theme, and supporting sub-themes, should be chosen to focus the content and scope of the program. The best proposals will clearly articulate the institute theme(s), essential topics and sub-topics being covered, and will discuss the means by which the program content will be communicated to participants.

The program should engage the constellation of disciplines and sub-disciplines that make up American studies (e.g. literature, history, political science, economics, geography, sociology, etc.) as vehicles for helping foreign educators understand the development and current status of selected essential aspects of U.S. society, culture, values and institutions (governmental, educational, judicial, religious, media, etc.), and of broader themes associated with the U.S. experience and U.S. civilization. It should provide participants with a clearer understanding of the diversity, complexity, and unity of U.S. life and society.

It is extremely important that the institute organizers devise a way to integrate all aspects of the program. Assigned readings, lectures, discussions, and field trips should relate to and further illuminate the institute theme(s).

The institute should not simply replicate an existing lecture course or a graduate seminar. Rather, through a combination of lectures, presentations, discussions, and site visits, it should be designed to facilitate the development of a collegial atmosphere in which faculty and participants discuss relevant texts, issues, and concepts.

The equivalent of one day a week should be available to participants to pursue individual research and study interests, curriculum development projects, or to do assigned readings. The institute should provide access to leading American scholars and research resources (libraries, archives, databases, etc.). Participants should be paired with faculty mentors to assist in research and other scholarly matters.

An essential element of the institute is the exposure to and accumulation of texts, curricular materials, and teaching ideas (including Internet and computer resources training), which can be used by participants in the development and improvement of their American studies courses abroad.

The program should ideally bring in outside presenters (representatives from academia, community organizations, media, government) in addition to the core faculty of the host institution. Presenters must be fully briefed about the institute, its goals, general themes and content, readings, and especially the background and needs of the participants themselves. Information about presenters and how they will be utilized should be included in the proposal submission.

A residential program segment of a minimum of four weeks on a college/university campus is mandatory. The program should also include an integrated study tour segment (up to two weeks in length) to two or three other regions of the U.S., including a minimum of two to three days in Washington, D.C. at the conclusion of the program. This visit should include a half-day session at USIA. The selected grantee organization/institution will be asked to consult closely with USIA in the planning of the Washington itinerary. The study tour segment must be directly supportive of the academic program content. Day trips to various locations (historical sites, classrooms, community centers) are also encouraged if such trips will further enhance understanding of the U.S. and enrich the participants' experience.

Details of the academic and tour programs may be modified in consultation with USIA's Branch for the Study of the U.S. following the grant award.

The selected grant organization will be responsible for most arrangements associated with this program. This includes the organization and implementation of all presentations and program activities, arrangement of all domestic travel, provision of appropriate lodging, subsistence, and ground transportation for participants, orientation and briefing of participants, preparation of any necessary support materials (including a pre-program mailing to participants), and working with program presenters to achieve maximum program coordination and effectiveness.

Please refer to the Solicitation Package for further details on program design and implementation.

#### Additional Information

Confirmation letters from U.S. cosponsors noting their intention to participate in the program will enhance a proposal. Proposals incorporating participants/observer site visits will be more competitive if letters committing prospective host institutions to support these efforts are provided.

#### Visa/Insurance/Tax Requirements

Programs must comply with J-1 visa regulations. Visas will be issued by USIS posts abroad. USIA insurance will be provided to all participants, unless otherwise indicated in the proposal submission. Grantee organization will be responsible for enrolling participants in the chosen insurance plan. Please indicate in the proposal if host institutions have any special tax withholding requirements on participant or staff escort stipends or allowances.

#### Proposed Budget

Total USIA-funded budget award may not exceed \$211,600. USIA-funded administrative costs should be as low as possible and should not exceed \$49,000. The U.S. recipient should try to maximize cost-sharing in all facets of the program and to stimulate U.S. private sector (foundation and corporate) support. Applicants must submit a comprehensive budget for the entire program. There must be a summary budget as well as a breakdown reflecting both the administrative budget and the program budget. For better understanding or further clarification, applicants may provide separate sub-budgets for each program component, phase, location, or activity in order to facilitate USIA decisions on funding. Please refer to the "POGI" in the Solicitation Package for complete budget guidelines and formatting instructions for the institute program.

#### Review Process

The USIA will acknowledge receipt of all proposals and will review them for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. Eligible proposals will be forwarded to panels of USIA officers for advisory review. All eligible proposals will also be reviewed by the Agency contracts office, as well as the USIA Area Offices and the USIA post overseas, where appropriate. Proposals may also be reviewed by the Office of the General Counsel or by other Agency elements. Funding decisions are at the discretion of the USIA Associate Director for Education and Cultural Affairs. Final technical authority for assistance awards (grants or cooperative agreements) resides with the USIA grant officer.

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Dated: November 21, 1995.

John P. Loiello,

*Associate Director for Educational and Cultural Affairs.*

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